

**APPLICATION FOR RESTAURANT BEER AND WINE PERMIT  
(FOR ON PREMISES CONSUMPTION ONLY)**

**INSTRUCTIONS**

1. Answer all questions correctly and in full. **PLEASE PRINT IN INK OR TYPE.**  
**NOTE: FORMS MUST BE NOTARIZED.**

***APPLICATION MUST BE ACCOMPANIED BY CRIMINAL BACKGROUND INVESTIGATION RESULTS  
(FORMS AND INSTRUCTIONS ENCLOSED).***

2. Permit fee is \$350.00. **NO CASH.** If application is refused, one-half of the application fee is refunded.
3. A floor plan (8 ½ x 11) of the restaurant, including the kitchen and serving facilities must be submitted, along with a sample menu. **THE FLOOR PLAN SHOULD SPECIFICALLY IDENTIFY ANY DESIGNATED OUTDOOR SERVICE AREAS THAT MIGHT BE COVERED BY THE PERMIT.**
4. Applicant must be a citizen of the United States, or a permanent resident alien (must provide a copy of green card), and a resident of Arkansas. Applicant must also be a resident of the county in which application has been made, or live within 35 miles of the premises to be permitted. Partners must meet the same qualifications, and also complete Schedule A and Authority to Release Information forms.
5. If a permit is currently issued at the location, you must provide a letter from the permit holder authorizing you to operate under their permit until it is issued in your name.
6. If you do not own or lease the property, you must furnish a copy of written authorization to occupy the property; i.e., option to lease, option to purchase, or buy-sell agreement.
7. If this is an application for a **NEW** permit or a **NEW** location, you must furnish a minimum of three (3) pictures of your outlet or building site. These pictures should show a front, side and back view of the exterior of the building. You may take these pictures with a camera of your choice.
8. If this application is being made on behalf of a corporation or LLC, Schedule A and Authority to Release Information forms must be submitted on anyone who holds more than 5% of the stock in the corporation or member of the LLC (these individuals do not have to be Arkansas residents). A copy of the Articles of Incorporation/Articles of Organization, and a file-marked copy of Fictitious Name Registration, if trade name is different from corporate/LLC name, must also accompany the application. **NOTE: FEIN (Federal Employer Identification Number) is required for all corporations/LLC's.**
9. You must apply for a retailer's/sales tax permit from the Sales and Use Tax Section. Questions regarding this permit should be directed to Sales and Use Tax at 682-7104.

MAIL DIRECTLY TO:           Alcoholic Beverage Control Division  
  1515 West 7th Street, Suite 503  
  Little Rock, Arkansas 72201

WHEN YOUR APPLICATION FOR A NEW PERMIT HAS BEEN RECEIVED BY THIS OFFICE, YOU WILL BE FORWARDED A NOTICE FOR PUBLICATION, A SIGN FOR POSTING OF THE PREMISES, AND A FORM FOR CERTIFICATION OF SUCH POSTING. YOU WILL ALSO RECEIVE THE NECESSARY INSTRUCTIONS WITH THESE FORMS TO ASSIST YOU IN THEIR PROPER USAGE.





STATE OF ARKANSAS  
ALCOHOLIC BEVERAGE CONTROL DIVISION

APPLICATION TO SELL RESTAURANT BEER  
AND WINE (ON PREMISES ONLY)

New \_\_\_\_\_  
Replacement \_\_\_\_\_  
Permit No. \_\_\_\_\_

I, or we, do hereby make application to the State of Arkansas for a permit to sell beer and wine on the premises of a restaurant and do hereby submit answers to the following questions under oath:

IF CORPORATION/LLC, GIVE NAME \_\_\_\_\_ FEIN# \_\_\_\_\_

NAME OF APPLICANT \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_  
Street Address City Zip County

TRADE NAME OF BUSINESS \_\_\_\_\_ FORMER NAME \_\_\_\_\_

ADDRESS OF BUSINESS \_\_\_\_\_  
Street Address City Zip County

Is proposed location inside or outside the city limits? \_\_\_\_\_

Is your establishment primarily engaged in the business of serving food to the public prepared for consumption on the premises? \_\_\_\_\_

Are you the owner of the proposed premises? \_\_\_\_\_ Do you have the premises leased? \_\_\_\_\_

If so, give name and address of owner \_\_\_\_\_

Does anyone now hold a permit at this location? \_\_\_\_\_ If so, give name, type and permit number(s) of same \_\_\_\_\_

Do you or any other person interested in this permit hold any other type of alcoholic beverage permit? \_\_\_\_\_

If so, give name, place and permit number(s) \_\_\_\_\_

Will there be dancing on the premises? \_\_\_\_\_ Dance Space \_\_\_\_\_ x \_\_\_\_\_



If applicant is a partnership, give name and address of all partners:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If applicant is a corporation/LLC give (A) names and addresses of stockholders/shareholders and amount of stock/shares held by each:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(B) Give names and addresses of President and Secretary:

\_\_\_\_\_  
\_\_\_\_\_

NOTE: Schedule "A" is to be completed by each party to this application and is to be considered a part of this application; any misstatements or concealment of fact will be grounds for refusal of application or revocation of permit(s) if later disclosed.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant or Managing Agent

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Notary Public

My Commission Expires:

\_\_\_\_\_